



**GETTYSBURG BOROUGH STORM WATER AUTHORITY
TROXELL COUNCIL CHAMBERS
59 E. HIGH STREET, GETTYSBURG, PA 17325
(GBSWA) SEPTEMBER 13, 2021 MEETING MINUTES**

PRESENT: Members of the Board: Michael S. Malewicki, Vice-Chair and Councilor; Wesley K. Heyser, Secretary and Councilor; Charles Strauss, Member; **Absent Members of the Board:** John D. Lawver, Jr., Vice-Chair; and Patrick L. Naugle, Member; **GBSWA Officials:** Charles R. Gable, Administrative Manager; Solicitor Adam D. Boyer, Barley Snyder; Borough Engineer Chad M. Clabaugh, C.S. Davidson; Director of Historic and Environmental Preservation Debra English; and Recording Secretary Karen Mesher; **Borough Staff Present:** Public Works Director Robert Harbaugh; **Members of the Public:** Engineer Nate Simpson, C. S. Davidson; filming by Mark Wherley, *Community Media-ACCTV*.

GBSWA – Call to Order

Chair Malewicki called the meeting to order at 5:30 PM on September 13, 2021.

Welcome and Opening Remarks

Chair Malewicki welcomed everyone to tonight's meeting of the Authority and announced that a quorum of three members was present (Member Strauss first attended the meeting by phone but attended later in person to vote on GBSWA business matters).

Announcements

There were no announcements at this time.

Approval of Agenda, Minutes, Bills

Chair Malewicki moved the approval of the Agenda, Minutes, and Bills to the end of the meeting to allow for the arrival of Member Strauss.

Public Comment for Items on the Meeting Agenda

There was no public comment at this time.

Financial Update

- **Revenue / Expense Report - Gable**

Administrative Manager Gable updated the Authority on the GBSWA financials for the month of August 2021 as presented in his monthly payment and summary report to the Board. He noted that the Engineering costs were reassigned from Engineering to Capital Improvements based on an updated accounting by Engineer Clabaugh.

- **Bank Balances – Gable**

Administrative Manager Gable updated and reviewed GBSWA bank balances with the Authority to date. He said that there is a \$444,287.12 balance in the checking account; and when adding CD #1 totaling \$150,000, there is a \$594,287.12 balance of all accounts. He told the Authority that GBSWA is in good financial standing at the end of August, 2021, and that a second \$150,000 Certificate of Deposit

(CD #2) was taken out to cover capital improvements projects and will come due on December 31, 2021.

Current and Old Business

A. Lien Filing Update

Solicitor Boyer updated the Authority on the Filing of Liens. He indicated that 40 liens were filed at the Adams County Courthouse on September 13, 2021 based upon the list of delinquent properties provided by the Authority. In order for the lien to be removed, the assessed value of the stormwater fee must be paid to the Authority, as well as court costs, legal fees, and mailing charges that were included in the lien. He noted that most properties that had liens filed against them were mailed the stormwater invoices in July 2020 and were sent a final warning letter via regular and certified mail on August 2, 2021 indicating that a lien would be filed if the stormwater fee was not paid within 30 days.

B. Staff Updates

a) NFWF Grant – English

Director English said that the NFWF \$500,000 grant application was denied, and that a meeting with the grant administrators was scheduled to review the submission process and to identify areas of improvement to re-apply in spring of 2022. She noted that \$189,000 CAP Grant was approved from Adams County; and that the Borough has a year to appropriate the funding for the Culps Run Stream Restoration Project.

(Enter Member Strauss)

b) 2021 Collections To-Date – English

Director English presented a slideshow, *GBSWA SW Billing Update*, to the Authority outlining the total Stormwater Fees Billed to Date from 2019 through 2021 totaling \$1,554,000 (2019: \$528,050, 2020: \$512,000, and 2021: \$513,700). She said that in our first 30 days of payments \$212,416 was received in check payments for 2021, and \$29,472 was received through PSN On-Line Payments from June 15, 2021 through July 19, 2021, noting that more payments were received via paper over on-line payments. She said that the 2021 Total Payments collected as of September 10, 2021 were \$435,530.50 with \$78,369.50 still due. She also noted that \$4145 is still due (\$510,205 collected) for 2020, and that \$524,915 was paid for 2019 with \$3135 in delinquent payments (\$7300 in liens and processing fees). She said that 91 residents used the quarterly payment plan in 2019 with 79 residents paying quarterly in 2020, and only 11 residents are currently on the quarterly payment plan in 2021. She said that there are 44 delinquent payments due in 2020 out of 1912 bills mailed; and those 40 liens were filed today, September 13th. She noted that certified letters were sent on August 2nd to allow for 30 days to make payment before filing liens.

C. Engineer's Report

Engineer Clabaugh introduce Engineer Nate Simpson from C. S. Davidson who will be working with the Borough on the Culp Street and Stratton Street projects.

a) South Street Project / Schimmelfennig Alley – Clabaugh

Engineer Clabaugh updated the Authority on the South Street project, stating that the stormwater pipe located in Schimmelfennig Alley is also on private property. He said that the property owner was contacted informing him of the pipe failure; but the owner is engaged in selling the property and had not signed the easement that would allow the work to continue (metal pipe to be replaced with plastic). He told the Board that the owner is now willing to sign a temporary easement agreement so that the work could continue, and that the project is moving forward with work beginning next month.

b) Stevens Run Wall Analysis – *Clabaugh*

Engineer Clabaugh told the Authority that the analysis is close to completion with the engineering component almost done. He said that the Stevens Run Wall is actively failing and will become the next big-ticket item to address. He noted that many portions of the stream flow on or under private property and will be challenging to address; but many wall sections can be repointed and not rebuilt in order to save money.

New Business

There was no new business at this time.

Public Comment for Items Not on the Agenda

There was no public comment at this time.

Approval of Agenda, Minutes, Bills

Chair Malewicki requested a motion to accept the September 13, 2021 GBSWA Meeting Agenda as presented, the August 8, 2021 GBSWA Meeting Minutes as submitted, and to approve all bills and payroll as presented. Member Strauss made a **motion**, and Secretary Heyser seconded. The motion carried **3-to-0** without dissent.

Chair Malewicki thanked Member Strauss for physically attending the meeting in lieu of a family matter so that GBSWA business could be conducted with three Authority members being physically present.

Adjournment

Chair Malewicki requested a motion to adjourn. **Motion** was made by Member Strauss, **seconded** by Secretary Heyser, and passed **3-to-0** without dissent. Meeting adjourned at 6:05 PM.

Respectfully submitted by:

Karen Mesher, Planning Management Assistant
GBSWA Recording Secretary